



973



F & A CORPORATE ACCOUNTS DIVN.

F.No.STC/CO/F&A/CA/01001/2017

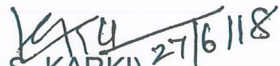
June 27, 2018.

Sub: Printing of Cash book and ledger for the F.Y. 2017-18.

The audit of accounts for the F.Y. 2017-18 have already been completed. All accounting units at Corporate Office are therefore requested to get the final books of accounts printed i.e. cash book, ledger and trial balance for the year ended 31st March 2018. Complete set of books of account duly audited by the statutory auditors is to be maintained and kept in safe custody by the respective accounting units.

It may kindly be noted that maintaining and safe custody of books of account is the requirement of Companies Act 2013. In this connection, all concerned branches and accounting units at CO are requested to ensure the compliance of Section 2 (12), 2(13) and Section 128 of the Companies Act 2013.

F & A Corporate Accounts division's note dated 24.06.2015 may also be referred in this regard.


(C.S. KARKI) 27/6/18
JGM-F

CGM-F(BRD)-(Corporate A/cs)


27.6.18

GM-F(SKS)

All Finance Divisional Heads at C.O./Branches.